

## **Tenants Work Group Meeting Notes**

Tuesday, December 9, 2008

6:30 -8:30 p.m.

Executive Conference Room

101 Monroe Street

Rockville, MD 20850

### Work Group Members in Attendance:

Alice Wilkerson, Chuck Short, Dale Tibbitts, Dawn Wunderle, Felicia Eberling, Guy Johnson, Harrietta Kelly, Lesa Hoover, Marc Elrich, Matt Losak, Parag Khandhar, Rick Nelson

### Staff Participants:

Patrice Cheatham, DHCA; Megan Moriarty, IMPACT Silver Spring

### Agenda

- Call to order
- Review of Last Meeting Notes
- Welcome New Members
- Discussion of Committees and Workplans
- Committee Nominations
- Committee Chair Nominations
- "Low Hanging Fruit"
- All group work updates (Field meetings, Code and legal)
- New Business
- Next Meeting

### Notes:

Matt Losak opened the meeting at 6:40pm. New members Harrietta Kelly and Parag Khandhar introduced themselves to the group. Patrice Cheatham reviewed the notes from the Nov. 25<sup>th</sup> meeting. The group discussed whether Seniors and Special Populations should be a separate committee. Options include: keeping it as a separate committee, making it a sub-committee of another committee or having each committee address senior issues. It was agreed the group would not decide at this meetings since Maureen Ross was not present, but would discuss it at the next meeting.

Next, the group members choose committees and committee chairs:

#### Committee 1 - Tenant Security and Affordability

Guy Johnson (Chair), Felicia Eberling, Marc Elrich/Dale Tibbitts, Chuck Short, Lesa Hoover, Maureen Ross

#### Committee 2 - Code Update and Enforcement

Dale Tibbitts (Chair), Rick Nelson, Alice Wilkerson, Harrietta Kelly,

#### Committee 3 - Landlord-Tenant Communication and Ongoing Tenant Advocacy

Dawn Wunderle (Chair), Patrice Cheatham, Parag Khandhar, Harrietta Kelly

#### Committee 4 - Seniors and Special Needs (if necessary)

Maureen Ross

Matt agreed to fill in for any committee chair as needed.

The group then turned to full-group work and discussed low-hanging fruit - which tasks could easily be completed. Alice passed out a list of legislation relating to tenants and renting from 1996-2008. She explained that members can look up the bill particulars online or she can pull the complete bill history for selected ones.

Lesa passed out copies of the County and State codes.

Alice presented options for conducting the survey and it was agreed she would come up with the costs for each option. Since the survey will most likely be conducted over the phone, the group discussed which languages should be included. Rick will work with HOC and the Planning Department and make a recommendation about the languages. Guy suggested CASA may be able to help with in-person surveys. Parag mentioned the Census Department has expertise in this area, as well as the County's Asian-American Health Initiative that recently conducted a similar survey. Alice may have two interns that will be available to help analyzing the data gathered. She will work with Matt and Chuck to decide which type of survey is appropriate.

Megan will begin compiling a document with the best practices for tenant advocacy.

The group then discussed the public meetings and agreed to schedule them over a five week period in March and April. Megan will contact the regional centers to begin scheduling the two hour meetings. The purpose of these meetings will be to gather information from a broader group of tenants and to communicate to them the group's work. At the next meeting, the group will discuss in more detail the content of these meetings and how to publicize them (ideas included: working with local groups and schools, giving fliers to property managers to hand out and having the regional centers disseminate the information).

Matt will coordinate with Chuck to schedule a meeting with the County Attorney to review the code.

The next meetings were scheduled for:

Tuesday, January 6, 6:30pm

Tuesday, January 27, 6:30pm

Wednesday, February 11, 6:30pm

Tuesday, February 24, 6:30pm

Matt closed the meeting at 8:00pm.